


Monthly Status Report

Reporting Month:	June 2025
Report Number:	021
Submission Date:	06/27/2025
Project:	State of Nevada Full Suite Advantage 4 System Integration
Project Leadership:	<div>██████████ [Program Director, CORE.NV Project]</div> <div>██████████ [Project Manager, CGI]</div>
Author:	██████████ [Deputy Project Manager, PMO Lead]
Project Status: 	<p>The Executive Advisory Committee confirmed the new go-live date of NDOT Financial of October 20, 2025, during the June 24, 2025, meeting; the readiness checklist, action items, and communications preceding/enabling go-live are being planned accordingly.</p> <p>NeoGov implementation, as part of Phase 2, officially held a kick-off meeting on June 11, 2025, and was well received by DHRM and OPM. HRM and NeoGov will confirm the remaining project schedule and kick-off the weekly working sessions in early July.</p> <p>User Acceptance Testing continues for Phase 1B, HRM/Payroll Security and Workflow setup, no major issues have been found as of the reporting date. The NDOT UAT participants completed testing for some functional areas, the need for additional UAT dates is under assessment.</p>

*Green – On Track | Yellow – At Risk | Red – Off Track

Summary

In June, the project team continued advancing critical milestones across multiple workstreams, ensuring readiness for the upcoming fiscal year. The Financial team maintained operational stability while driving Phase 1C configuration efforts for NDOT in preparation for the new fiscal year. The HRM team participated in the mock effort, including analysis of the second mock and finalization of documentation for parallel payroll. Additionally, the team supported activities for the readiness assessment and helped kick off NeoGov Insight, Learn, and Onboard for DHRM. The team also held a series of meetings with ██████████ regarding approval of test ACH and Positive Pay files, as well as paper checks.

The Technical team progressed in system development by refining conversions, reports, and interfaces, while testing efforts intensified with NDOT and HRM UAT cycles, yielding positive feedback. Data corrections and historical check reconciliation updates were loaded into ██████ for MD Prior. Reporting efforts included delivering the Employee with Anti-week Balance report and continuing development of Advantage Insight reporting. Updates to NDOT forms, such as paystubs, dunning messages, collection letters, invoices, and purchase orders, were completed based on stakeholder feedback. The testing team completed a second round of NDOT testing and extended another testing session through June 27. The CGI Test Savvy Team conducted two sessions of Test Automation Training.

Project Management Office (PMO)

In June, the PMO focused on schedule management activities and overall PMO operations. The PMO fulfilled contractual requirements for the State of Nevada's Fiscal Year 2025. Three Change Requests were approved during the month: the Completion Report for PI7, Alignment of the FY25 Deliverables, and Phase 2 Transformation for HRM and FIN. The PMO also facilitated the NeoGov implementation kick-off on June 11, 2025, and will continue to support project management activities related to NeoGov.

Additionally, we established rules and guidelines for the Jira hierarchy structure to enable integration with MS Project for future project schedule alignment. A full demonstration is targeted for July 15, 2025.

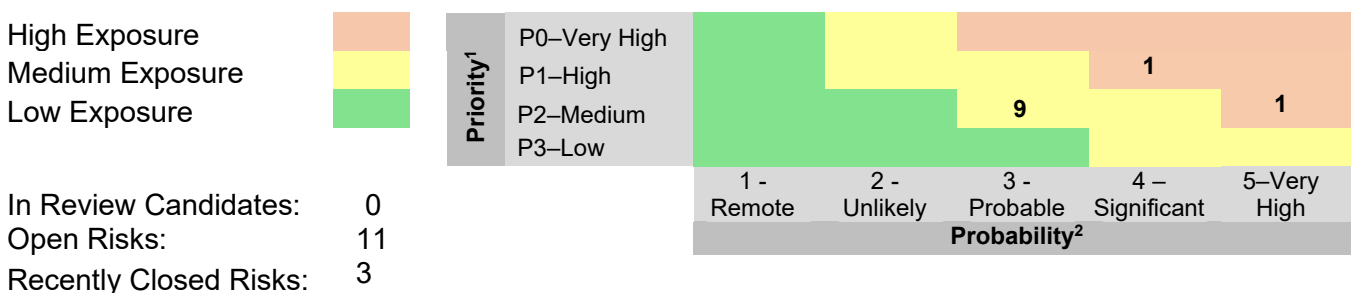
PMO Operations

- CGI PMO onboarded and offboarded CGI project staff for the project:
 - Onboards (2)
 - Local Support Service Lead (1)
 - Summer PMO Intern (1)
 - Offboards (2)
 - Performance Test Support Member (2)
- PMO continues to collect fingerprinting documentation and background checks. Identification badges are in process for the newest onboards.

Project Risks and Project Issues

Project Risks and Project Issues are logged and maintained in Jira. Metrics and Heat Map figures were pulled on 06/30/2025.

Project Risk Heat Map and Register

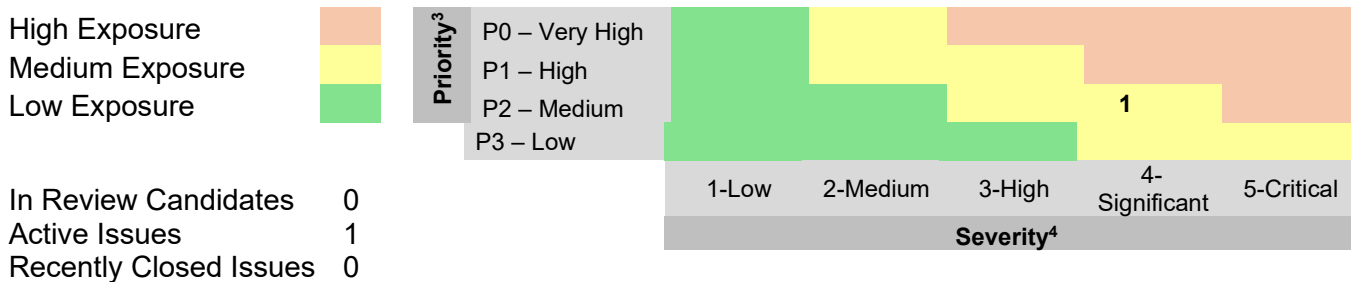


¹ Risk Priority: A metric that conveys the severity of a Risk so that agents can react accordingly. It identifies the relative importance of a Risk with the Risk Impact Level.

² Risk Probability: Likelihood or chance that a specific risk will occur.

[illegible]

Project Issue Heat Map and Register



Issue #	Description	Status	Response Status	Priority	Severity

Project Decisions

Project Decisions are logged and maintained in Jira. Figures were pulled on 6/30/2025.

In Review Candidates 0
Active Decisions 0
Recently Closed Decision 2

Schedule Management & Deliverables

- The following June project deliverables were submitted or approved by OPM:
 - Monthly Status Report #20 – Approved 6/26/2025
 - P1B UAT Support Month 3 – 6/6/2025
 - P1B Performance Test Execution Month 3 (Results) – 6/17/2025
 - EUT Monthly Progress Report May – Approved 6/4/2025
 - P1B Build Stage Complete – 6/24/2025
 - Readiness Assessment – Complete 6/25/2025
 - P1B Cutover Plan and Checklist – Submission 6/25/2025

³ Issue Priority: A metric that conveys the severity of an Issue so that agents can react accordingly. It identifies the relative importance of an incident and is usually based on the impact and urgency.

⁴ Issue Severity: The degree of harm or potential harm caused by the incident/problem.

Scope Management

- Approved Change Requests:
 - *CR022 - CORE.NV Phase 2 Transformation:* Realignment of Phase 2 scope to the Strategic Roadmap Plan. Approved 6/18/2025
 - *CR023 - CORE.NV Phase 1B Go-Live Project Schedule Extension:* Change go-live date of P1B HRM to October 2025. Approved 6/12/2025
 - *CR024 - CORE.NV Additional Completion Report Deliverable - Phase 1B:* Adjust FY25 Deliverables. Approved 6/12/2025

Financial

In June, the team maintained ongoing operational support for Phase 1A, including weekly Disbursement Request meetings, collaboration with OPM and SCO on SEFA Reporting, and support for SCO during their production configuration updates. No new support tickets were raised during the month, and ad hoc inquiries were addressed as needed. Concurrently, Phase 1C efforts concentrated on finalizing configuration and testing activities across multiple functional areas to ensure readiness for NDOT's upcoming Go-Live. Finally, the team turned their focus to completing the conversion of the prior-year MDs that remained incomplete from 1A, to meet the June 30th deadline established by SCO.

Phase 1A Ongoing Support

No new Phase 1A support tickets for CGI to resolve during the month. The team remained available for any Phase 1A questions that were presented via Teams chat and/or email.

- The ongoing support of the CORE.NV [REDACTED] environment includes CGI facilitating weekly Disbursement Request meetings with SCO and STO key stakeholders to ensure continued alignment for Vendor Payments.
- In June, the team continued to work directly with OPM and SCO on the SEFA Reporting Strategy, as required for the month.
- The team supported SCO in configuring the system for a new Bank Account for Unclaimed Property.

Phase 1C Configuration

- Conversion of Prior-Year MDs:
 - Supported the CGI Tech team in converting prior-year MDs, which involved working with SCO and Vendor Services to add necessary COA elements, configurations, and vendor updates for active elements between 2020 and 2022. The goal is to have this final piece of legacy conversion completed on Saturday, June 28th.
- Security & Workflow:
 - Continued HRM and NDOT build sessions for security and workflow.
 - Supported HRM security and workflow updates as state users tested current configuration.
 - Supported refreshes [REDACTED]
 - Supported the state with additional critical changes to BOVR workflow.
- Agreements:
 - Supported and completed Mock 2 Agreement conversion activities.
 - Supported NDOT Agreement Services UAT activities.
 - Completed Designer updates requested by NDOT Agreement Services team.
 - Continued supporting interface development for legacy PV system to Advantage 4X.

- Completed an updated end-to-end script for agreement services.
 - Supported FHWA end-to-end test, which included agreement transactions.
- Cost Accounting:
 - Supported and completed Mock 2 conversion activities.
 - Supported NDOT UAT sessions.
 - Refined configuration as a result of UAT findings.
 - Supported cross-functional meetings to review, discuss, and solution Cost Accounting related requirements impacting FIN, TECH, and HRM.
- Budget Control and COA:
 - Supported NDOT UAT sessions
 - Refined configuration as a result of UAT findings
 - Loaded NDOT COA for FY2026 into Production.
 - Supported the FY26 Initial Budget Load
 - Supported cross-functional meetings to review, discuss, and solution Cost Accounting related requirements impacting FIN, TECH, and HRM.

Blockers with Resolution Plan: The FY2026 Budget Load process is stalled, awaiting SCO's entry of more than two hundred Appropriation Units into [REDACTED] for validation. Once validated, these units will be entered into Production to load the opening budgets. CGI has provided SCO with an Excel template to facilitate a more efficient loading of the elements into Production.

Human Resource Management (HRM)

The HRM team focused on supporting the Mock 2 effort, finalizing and documenting Parallel Payroll Iteration 3, and supporting the Technical team's builds. The team continued a series of meetings with [REDACTED] to coordinate testing of paper checks.

Major Accomplishments:

- [REDACTED] Paper Checks:
 - Continued to support the effort of generating and printing checks to be sent to [REDACTED] for approval. This is an interactive process, and, as of the end of June, [REDACTED] is reviewing the latest paper check.
- Mock:
 - Mock 2
 - Validated data for 9 groups of HRM tables.
 - Performed shake down of the [REDACTED] HRM application following the Mock 2 effort.
 - Mock 3
 - Originally scheduled for July 14, 2025, Mock 3 will be pushed out to later within that week.
 - Mock 3 will feed into the 4th iteration of Parallel Payroll.
 - This final Parallel Payroll will include interfaces and utilize the job scheduler.
 - Mock 3 will also serve as the baseline for the training team.
- Parallel Payroll:
 - Finalized the Parallel Payroll Iteration 3 testing.
 - Finalized the Parallel Payroll Iteration 3 documentation.
- NEOGOV:
 - Held NEOGOV Kickoff Event on June 11, 2025, in Carson City.
 - Participants from DHRM, OPM, CGI, and NEOGOV joined both in person and via Teams.

- NEOGOV presented products demonstrations.
- NEOGOV implementation leads reviewed the discovery, build, and test iterative cycle they follow, along with the support and information they will require.
- Established a recurring meeting schedule for weekly touchpoints.
- Defined the SMEs and decision makers from DHRM.

Technical

The Technical team continued to focus on developing conversion for HRM and NDOT, as well as Forms, Reports, and Interfaces. The team also prepared for the July 1st go-live activities.

Major Accomplishments:

- HRM Conversion:
 - Completed the Mock 2 Cutover for NDOT and HRM Conversion.
 - Completed Conversion Development and Refinements for HRM
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - Apply audit-user metadata to the remaining conversion pipelines.
 - HRM Conversion requires different data mapping changes for the NDOT COA. The team held the working sessions for the changes, and we will continue to work on these mappings in July.
- Production Change for FIN
 - Completed the MD conversion loads for fiscal year 2019 through 2021. These records were not initially loaded with the Phase 1A go-live and not during the March 15th load (only loaded data for 2022 through 2024). Due to a State requirement to retain six years of records, we loaded the MD records for 2019 - 2021.
- NDOT Conversion:
 - Finalized NDOT Conversion Automation Scripts to assist with Mock and go-live cutovers.
 - Completed NDOT Agreements conversion logic.
- Interfaces:
 - Completed mapping for
 - Employee Maintenance updates from Vendor tables [REDACTED]
 - Payroll Health Deductions [REDACTED]
 - Completed core logic development for:
 - Non-Standard Health Insurance Deductions [REDACTED]
 - Time and Leave – outbound to NEATS [REDACTED]
 - FICA Payroll Deductions [REDACTED]
- Reports:
 - During the blackout period for the Mock 2 Cutover, the [REDACTED] environment was inaccessible, impacting report delivery. However, the team resumed development and validation once the blackout ended.
 - Completed Reports for:
 - Employee with Anti-week Balance [REDACTED]
 - Timesheet Edits [REDACTED]
 - Pending ANTP Payments [REDACTED]

- Forms:
 - Addressed feedback and completed updates for NDOT forms, including Paystub, Dunning Messages, Collection Letters, Invoices, and Purchase Orders.
 - Work for the HRM and AP check form design will continue and is expected to be completed in early July.

Environment and Legacy Operations

The Operations team continued to provide support for NEATS and HR Data Warehouse-related tickets. Notably, the team provided substantial assistance in June 2025 to support environment configuration and data management activities in preparation for and throughout the execution of Mock 2.

Major Accomplishments:

- Legacy Operations:
 - Continued support for NEATS and HR Data Warehouse tickets.
 - Continued support for the OPM Data Warehouse team with HRM data mapping from Advantage 2X to 4X.
- Environment:
 - Maintained and updated environment usage and release plans in preparation for go-live.
 - Completed refresh of the [REDACTED] environment with [REDACTED] Production data converted during Mock 1 for HRM.
 - Refreshed the [REDACTED] environment with production data as a preparatory step for Mock 2.
 - Refreshed the [REDACTED] environment with HRM data.
- Phase 1B Mock 2:
 - Prepared the environment for the commencement of Joint Mock 2.
 - Facilitated Mock 2 Checkpoint meetings with OPM on 6/9/25 and 6/16/25, including daily progress reporting.
 - Coordinated activities during and after conversion for successful completion of Mock 2.
 - Submitted the CORE.NV P1B_C Cutover Plan and Checklist Deliverable.

Blockers with Resolution Plan:

- The [REDACTED] environment was dedicated during Mock 2, resulting in some loss for HRM reports development. However, the team utilized this period for ongoing financial reports development in Production.

Testing

The Testing team supported Round 2 of the NDOT UAT testing. NDOT Testing participants focused on Agreements, Procurement, Budget, Accounts Receivable, Cost Accounting, Cost Accounting – Federal, and Cost Accounting – Budget.

Major Accomplishments:

- UAT
 - Completed NDOT UAT script writing and preparation for Round 2. NDOT created many of their own test scripts with support from OPM.
 - Resumed NDOT UAT testing on June 9, 2025, and will continue through June 27, 2025.
 - [REDACTED]
- Testing Feedback

- Continued to receive positive reactions from multiple NDOT Testing participants regarding the new system and the quality of the testing support by the joint CGI and OPM teams.
- Test Automation (Test Savvy)
 - The CGI Test Savvy team hosted two two-hour training sessions with OPM on how to use the Test Savvy automation tool. The training sessions included live demonstrations and an explanation of Test Savvy's capabilities.

Blockers with Resolution Plan:

- An environment refresh was required during the UAT testing window, resulting in some loss of test data. However, the team quickly adapted, resumed testing, and returned to schedule.

APM (Agile Project Management)

The APM team has made significant strides in enhancing agile project management practices across the program. By collaborating closely with cross-functional teams, we are standardizing Jira statuses and workflows, driving greater consistency throughout the program. Additionally, our partnership with the PMO and other teams has resulted in the development of status-based Jira automations, enabling more consistent and reliable reporting.

Major Accomplishments

Phase 2 Preparation

- Scope Alignment:
 - Conducted focused discussions with the leadership team through weekly working sessions, ensuring all teams are aligned on program scope.
- Enhanced Reporting:
 - Established the foundation for improved reporting by implementing Jira automations that standardize fields across the ART. This effort was achieved in collaboration with cross-functional PMs and Team Leads, eliminating inconsistencies program-wide.

Program Increment

- Schedule Optimization
 - Updated future program increment schedules to align with the agreed quarterly delivery model for Phase 2. Developed four schedule models that account for statutory holidays, personal time off (as captured in the vacation calendar), quarterly start and finish dates, and the current PI schedule.
- Leadership Engagement
 - Presented schedule options to the leadership team, who selected the model best suited to the program's needs. PI Planning events were scheduled to align with the new PI schedule and the upcoming Go-Live event in the week of October 20.
- Work Prioritization
 - Defined and prioritized critical work for the upcoming quarter, ensuring all teams are focused on shared objectives leading up to the October 20, 2025, Go-Live.
- Risk & Dependency Management
 - Proactively identified risks and surfaced dependencies early, allowing for timely mitigation. These are reviewed weekly during Scrum of Scrums meetings with cross-functional teams.
- Roadmap Alignment
 - Developed a comprehensive roadmap to align all teams around key deliverables and milestones.

As a result of these efforts, a strong foundation has been established for the next program increment. Our teams are aligned, risks are identified early, and we are well-positioned to deliver on our commitments for Go-Live in October.

Blockers with Resolution Plan: None

Organizational Change Management (OCM) and Communications

This month, the Organizational Change Management (OCM) team facilitated stakeholder engagement and readiness by developing reference materials for the NDOT Chart of Accounts and preparing the quarterly leadership presentation deck. The team also continued ongoing support and collaboration with functional teams, compiling and analyzing key OCM and training metrics. Additionally, the team performed SharePoint maintenance to ensure employees have access to the most up-to-date and user-friendly support materials.

Major Accomplishments:

- NDOT Chart of Accounts Crosswalk, Job Aid, Communication
 - COA Crosswalk: Mapped NDOT's existing Chart of Accounts to a standardized format to ensure consistency and alignment across all departments, enhancing financial reporting accuracy, supporting system integration, and improving decision-making capabilities.
 - COA Job Aid: Created a user-friendly reference guide to help staff understand and use the Chart of Accounts, increasing user adoption, reducing training time, and minimizing errors in financial data entry.
 - COA Communication: Developed and distributed communications to inform stakeholders about changes to the Chart of Accounts and their impact on business processes, aiming to increase transparency, promote stakeholder engagement, and facilitate smoother transitions.
- Functional Team Support
 - Finance/NDOT- Attended FIN/NDOT meetings, engaged FIN team members for information, and served as the point of contact for OCM, allowing for effective communication and support between the three teams.
 - Identified Communications for NDOT/FIN Phase 1B and created a running list of potential communications, demos, invites, and memos needed for Finance/NDOT activities for Phase 1B.
 - Training- Supported the training team by attending standups and other relevant meetings, reviewing online training materials, organizing ILT data, and gathering attendance and survey data from practice labs.
 - HRM- Attended HRM standups and relevant meetings to understand areas OCM can provide support and to promote effective communication between the two teams.
- OCM Metrics (May & June)
 - Provided detailed updates on OCM tasks such as communications/activities, SharePoint Website statistics, and progress on Phase 1A user activity. These metrics give perspective on user activity, highlight overall and monthly usage of SharePoint, and detail the type of media/ overall reach of OCM communications and activities.
- Training Metrics (May & June)

- Collected and analyzed Instructor-Led Training (ILT) data to produce metrics for attendance, quantitative survey responses, and qualitative survey responses (sentiment analysis). These metrics provide valuable insights into ILT effectiveness by tracking overall progress, capturing department-specific attendance and feedback, and identifying overall strengths and areas for improvement.
- Quarterly Leadership Deck- Prepared a presentation summarizing key performance indicators, project updates, and strategic insights to inform decision-making, align leadership on priorities, and track organizational progress.
- SharePoint Maintenance- Regularly updated and organized SharePoint content, ensuring access to relevant and up-to-date resources and enhancing user experience and adoption.

Blockers with Resolution Plan: None

Training

The Training team submitted the final Phase 1B HRM training materials, which the State has accepted. These include materials for “Personnel Management”, “Position Control”, “Payroll Administration for Payroll Clerks”, and “Payroll Administration for Central Payroll”. Course components included agendas, guides, presentation decks, and recordings. The “Payroll Administration for Payroll Clerk” course recording is currently with the State for review, while the payroll course designed for Central Payroll will not include a recording.

The final instructor-led training session was delivered on June 9, 2025. Additionally, the team submitted two additional job aids, which the State has accepted. Three additional job aids are currently under State review. The Training team is currently working on a standalone video detailing the CORE.NV workflow process.

The team also conducted 22 practice lab sessions in Carson City, with a total of 84 seats filled. Facilitated by CGI trainers and supported by State-provided Subject Matter Experts (SMEs), these sessions offered extended access to the training environment. End-users could follow any of the more than 25 curated HRM-specific scenarios or explore the system independently. These sessions were specifically designed to reinforce understanding and retention of instructor-led course content.

The training team developed a Phase 1C NDOT training development schedule and is collaborating with NDOT to create the training delivery schedule.

The team continues to support DHRM by developing three ILT course recordings and supplemental material required for uploading to NVeLearn. Additionally, the training team continues to support the Go-Live Groundwork initiative - a second round of just-in-time, DHRM-led, business-process-focused practice sessions.

Major Accomplishments:

- Instructor-led Training
 - The State has accepted ILT course materials and recordings for the following courses:
 - Position Control
 - Personnel Management
 - Payroll Administration for Pay Clerks
 - Payroll Administration for Central Records (ILT course only)

- All Instructor-led courses and practice labs were delivered.
 - Position Control – 3 courses/27 attendees
 - Personnel Management – 13 courses/228 attendees
 - Payroll Administration for Pay Clerks – 20 courses/206 attendees
 - Payroll Administration for Central Payroll – 1 course/15 attendees
 - 476 seats filled/352 unique end-users
 - Practice Labs: 36 sessions offered/2 had 0 attendees
 - Las Vegas: 12 sessions offered/38 seats filled
 - Carson City: 22 sessions offered/84 seats filled
- Continued coordinated DHRM and training work for Phase 1B CORE.NV end-user job aids. In addition to the 16 job aids submitted, the following are currently in process:
 - Personnel Management Transaction Crosswalk (updated version)
 - Workflow (completed)
 - Designating an Employee's Beneficiary (completed)
 - Updating a Title (State review)
 - HRM Event Types (applying State feedback)
- Planning and Coordination
 - June Train the Trainer forum:
 - Topic: Phase 1B training metrics - take aways, next steps, planning for 1C.
 - Attendance: 19 participants from OPM, DHRM, NDOT, DHHS, DMV, DOC, and CGI.
 - Continued development of the Phase 1C training and delivery schedule.
 - Continued co-planning with DHRM on Phase 1B Go Live Groundwork practice sessions.

Blockers with Resolution Plan: None

30, 60, and 90-Day Look Ahead (Deliverables)*

* The Look Ahead details are subject to Phase 1B schedule updates.

July 2025

- Monthly Status Report #21 – Submission 7/2/2025
- EUT Monthly Progress Report June – Submission 7/10/2025

August 2025

- Monthly Status Report #22 – Submission 8/4/2025
- EUT Monthly Progress Report July – Submission 8/14/2025

September 2025

- Monthly Status Report #23 – Submission 9/3/2025
- EUT Monthly Progress Report August – Submission 9/11/2025

High Level Status:

Overall Project Timeline
P1A Financial Management
P1B Financial Management NDOT
P1B Human Resource Management

